



COVID 19 School Reopening Procedures and Protocol

This document is fluid and will be modified when new updates from the state, local and federal governments are released. Please know that we are going to follow all guidelines without exceptions. We appreciate your support.

Facility Cleaning, Disinfecting and Ventilation:

- Facility will be properly ventilated by running AC around the clock
- Facility will be sanitized after each use
- Facility will be deep cleaned weekly
- Traffic of non-essential people will be kept to a minimum by encouraging people to email/call or schedule a Zoom call
- Local, state and federal practices and guidelines will be followed at all times
- Weekly testing will be implemented at both sites
- All cleaning products used are EPA registered for COVID-19; all users have been trained in compliance and effectiveness, including the required Integrated Pest Management training for all employees who will be using disinfectants
- Common touch point items, such as door handles, switches, drawers, etc. have been identified and are cleaned at 2-hour intervals each day

Employee Training:

- Contacts designated as VCPH/VCOE liaisons: Maria Montagne, Claudia Weintraub
- All staff completed SafeSchools mandated COVID 19 training before returning to the site and school start
- Staff responsibilities have been identified
- PPE requirement for staff: wearing face covering and/or face shield is required; disposable gloves are available;
- Procedural changes with regards to COVID-19 has been communicated to all staff including: Safe distance requirements; sanitation procedures;
- Immediate communication of information regarding the latest information and updates from local public health officials, the VCOE and the CDC via email to all staff

Parent and Student Information and Training:

- Contacts regarding COVID-19 related questions and concerns: Maria Montagne (maria.montagne@roavc.com) and Claudia Weintraub (claudia.weintraub@roavc.com) ; 805 777-7999
- Parents are encouraged to hold virtual meetings with their coaching teachers

- Regular updates to our families via ParentSquare and emails from their coaching teacher regarding any COVID-19 changes
- Daily health survey and temperature checks for students and parent who drops off student for workshops (students need to be signed up for all on-site workshops; drop ins for focus room only)
- A 3-foot distance should be maintained whenever possible
- Parents are asked to call in any absences and the reason for the absence. ROA is required to keep a log of that for possible tracing

When students are on campus:

- Students will be asked to wipe down their area to reduce the possibility of contamination for staff
- Students will remain in one room throughout their time at ROA, except for bathroom breaks
- An isolation room is established at each site for students or staff who may show/experience symptoms
- Students must wear a face covering or with a medical note if there is a documented medical condition, mental health condition or other disability that prevents wearing a mask, must wear a non-restrictive alternative, such as a face shield.

Hygiene & Sanitation:

- Sanitation stations will be set up around the facility
- Students will be asked to sanitize their hands frequently, especially after leaving the room for any reason
- Students will be frequently trained on proper handwashing techniques

Screening for Symptoms/Procedures if Somebody Becomes Sick

- Any person with a temperature/cough/gastrointestinal issues/shortness of breath or other COVID-19 symptoms will be isolated in a separate room in Suite V to wait for parent pick-up
- If a person is sick, proof of a negative COVID 19 test or a written doctor's note is needed for return
- Any student/staff in contact with the ill person will be sent home
- Consult with the VCOE and the VC Health Department on student/staff return
- Sanitize area and deep clean; keep closed for use
- Consult with proper agencies for safe return to facilities